

DEPARTMENT OF THE ARMY
HEADQUARTERS, US ARMY GARRISON, FORT A. P. HILL
FORT A. P. HILL, VIRGINIA 22427-3114

APH Circular 200-03-3

1 September 2005

Installation
CONTROLLED AREA HUNTING SUPPLEMENT
Expires 30 June 2006

FOR THE COMMANDER:
JAMES M. MIS
LTC, SF
Commanding

DISTRIBUTION:
A

OFFICIAL:



CHARLES A. MUNSON
Deputy to the Commander

History. This Circular incorporates yearly changes for use on
Fort A. P. Hill.

Summary. This Circular describes the policies and procedures that govern hunting in CA 1-26 on Fort A. P. Hill.

Applicability. This Circular applies to all individuals hunting within the boundaries CA 1-26 on Fort A. P. Hill.

Suggested Improvements. The proponent of this Regulation is the Directorate of Public Works (DPW), Environmental and Natural Resources Division (ENRD). Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms), to DPW ENRD, 19952 North Range Road, Fort A. P. Hill, Virginia 22427-3123.

This Circular supersedes APH Cir 200-01-3, dated 01 July 2001.

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1. Policy. ***Fort A. P. Hill operates a hunting program in the areas surrounding the ranges and external to the duded impact areas of the Installation south of U.S. Route 301. This portion of the Installation is referred to as the "controlled access" area because access to all persons is limited in recognition of the inherent risks associated with adjacent live-fire range operations and unexploded ordnance. Hunting on Fort A. P. Hill is a privilege, not a right.***

a. Hunting will be permitted in designated Controlled Access (CA) areas when these areas are not required for training or range firing activities during the seasons defined within the Fort A. P. Hill Hunting Circular, APH Cir 200-03-2.

b. Hunting in CA areas shall be restricted to only those who qualify and become certified, as described in paragraph 4, and subsequent paragraphs.

c. Fort A. P. Hill offers perimeter stand hunting from the exterior of boundary of the CA; however, perimeter stand hunting is not part of the CA hunt program. Additionally, CA hunters are excluded from participating in the perimeter stand program.

d. It is the responsibility of CA hunters to read and understand Federal and Virginia hunting regulations, the Fort A. P. Hill hunting regulations (APH Cir 200-03-2), and this Controlled Area Circular in their entirety.

2. New in 2005/2006. It is your responsibility to read and understand the Fort A. P. Hill hunting circulars/regulations in their entirety. ***New items are in bold italics.***

3. Penalties. Individuals designated as certified to use the CA Area for recreational purposes are responsible for being familiar with and adhering to the Federal, State, County and Fort A. P. Hill hunting Laws/Circulars/Regulations. Anyone failing to comply with any hunting Laws/Circulars/Regulations, bypassing a posted sign or barrier, entering into any restricted or closed hunting area, any conduct hazardous to life and safety, or failing to report any violations known or observed may be barred from the Installation, have their CA privileges revoked, have their recreational privileges revoked, be fined, be confined, be issued applicable citations and/or any combination of the penalties listed as allowed by law.

a. Persons with CA access are responsible for the conduct of their guests and ensuring that guest(s) comply with all Federal, State, County and Installation hunting laws and regulations. If guest(s) fail to comply with the hunting Laws/Circulars/Regulations, or commit any actions hazardous to life and safety, the guest and/or sponsor may be barred from the Installation, have their CA privileges revoked, have their recreational privileges revoked, be fined, be confined, be issued applicable citations and/or any combination of the penalties listed as allowed by law.

b. CA certified hunters may be accompanied by ***no more than two*** people as guests. Any person(s) granted access to CA areas shall conduct themselves in compliance with Federal, State, and County hunting laws, and Fort A. P. Hill hunting regulations. Any person (including guests) who is found to violate those laws or regulations shall be subject to immediate removal from the installation and may be barred from future access to Fort A. P. Hill.

c. Hunters must remain in their assigned area. Vehicles must also be parked in the assigned area.

4. Certification for Hunting in the CA.

The installation maintains a roster of people who are "certified" to hunt this portion of the post. This certification is intended to ensure hunters operate in a manner safe for themselves and other hunters in this

operational area. A list of people waiting to be put on the active CA roster will be maintained at the Game Check Station (GCS). People will be put on the list in the order that they complete the criteria covered below.

The following procedures shall be followed for prospective hunters to become "qualified" and "certified" to hunt in the CA.

a. Any person desiring to hunt in the Controlled Access (CA) Areas on Fort A. P. Hill must make formal application in writing to the Fort A. P. Hill Game Check Station Manager.

b. The application should be addressed as follows:

**MWR – Outdoors Activities
Attn: Game Check Station
Building 390
18616 A. P. Hill Drive
Fort A. P. Hill, VA 22427-3100**

c. Application can be made at any time of the year.

d. Each applicant's name will be added to a waiting list in the order received.

e. The Game Check Station Manager will acknowledge receipt and acceptance of each application and notify the applicant of his or her place on the list.

f. The applicant must complete a specified number of "Safety Indoctrination and Program Service" hours (see below) at any time after the Game Check Station Manager accepts their application. The applicant must contact the Game Check Station Manager to determine what, where and when the program service can be performed. The intent of these service hours is to ensure applicants are familiar with the CA area terrain and hazards found in, and adjacent to the CA areas.

(1) An applicant who has been continuously employed as a member of the Fort A. P. Hill staff for at least 2 years must complete 40 hours of "Safety Indoctrination and Program Service."

(2) All other applicants must complete 80 hours of "Safety Indoctrination and Program Service."

g. All applicants must complete 10 "successful" hunts in the CA areas over a 2-year period, in at least 3 different CA areas, as a guest of at least 3 different "Certified" CA hunters.

(1) These hunts can be made at any time following application acceptance and before completion of program service hour requirements. A "Certified" CA Hunter will accompany the applicant and shall evaluate his or her conduct of performance. The "Certified" CA Hunter will provide confidential written feedback to the Game Check Station Manager immediately following the hunt with the applicant. The Game Check Station Manager will provide the necessary form to the "Certified" CA Hunter rendering the evaluation.

(2) Credit for the evaluation shall only be given if an evaluation form is turned in at the end of the hunt. The "Certified" CA hunter accompanying the applicant must turn-in the completed evaluation form to the Game Check Station Manager immediately following the hunt.

(3) The evaluations will be reviewed, held and-maintained in a confidential file by the Game Check Station Manager. They will be destroyed when the applicant is added to the CA Roster or, withdraws his or her name from consideration on the waiting list. This feedback shall remain anonymous.

(4) The Game Check Station Manager will make a determination regarding the "successful hunts," conducted by each applicant and their suitability for addition to the CA Roster based on a review and determination of all evaluations rendered for the applicant.

h. Each applicant will be identified as "Qualified" to be added to the CA Roster upon completion of the requirements in paragraphs f., and g., above.

i. Applications will be retained on file and the applicant's name will remain on the waiting list for a period of 3 years. The Game Check Station Manager will contact each applicant after their application has been on file for a period of 3 years inquiring as to his or her intent to remain on the waiting list and retain their position in the queue.

5. Addition to the CA Roster

a. The Game Check Station Manager will review the CA Roster waiting list the first week of August each year to determine if there are any "Qualified" applicants. If there are any "Qualified" applicants, the Game Check Station Manager will notify them of their status. This will allow "Qualified" applicants who have been added to the CA Roster ample time to prepare for the Annual CA Area Briefing and Examination.

b. The first "Qualified" applicant on the waiting list (one who has completed the requirements described above) will be notified and placed on the CA Roster. Successive "Qualified" applicants from the waiting list will be notified and placed on the CA Roster when they have fulfilled all the requirements.

c. This status shall be permanent, unless:

(1) The CA Hunter is found to have violated any portion of the CA Area Regulations subsequent to being added to the CA Roster, which shall be grounds for immediate and permanent removal from the CA Roster and disqualification from hunting on Fort A. P. Hill.

(2) The CA Hunter voluntarily resigns from the CA Roster.

(3) The CA Hunter is removed from the CA Roster for reasons described below. (Section 6. b. (5) and (6), and Section 7. complete)

6. Certification Requirements

a. "Certification" to hunt in the controlled access areas is an annual requirement for every active hunter on the CA Roster.

b. To become "Certified," each hunter on the CA Roster must attend the annual CA Area briefing and pass an exam.

(1) The CA Area Briefing and Examination is held twice a year; they are conducted two Saturdays in August each year (dates will be advertised in advance).

(2) The CA Area Briefing consists of an unexploded ordnance and safety presentation. The Fort A. P. Hill Biologist, Game Wardens, Range Control Officers, Game Check Station, and the Installation Commander will provide several other short presentations.

(3) The CA Area Exam is given to ensure that CA Hunters have a good working knowledge of the CA Areas, its boundaries, access gates, the dangers that are inherent to these areas, as well as the rules and regulations that govern operating in and around them. The exam may cover topics presented in the

briefing, specific locations in or policies related to the CA Areas, land navigation, federal, state, and county game laws, and/or Fort A. P. Hill Hunting Regulations. Map and land navigation questions may be weighed more heavily. A score of 80% shall be required to pass the exam.

(4) Once a hunter on the CA Roster has attended the CA Briefing and passed the CA Examination they will be considered "Certified," and be eligible to hunt in the CA Areas for that hunting season.

(5) Hunters on the CA Roster who fail the exam are not "Certified" to hunt in the CA Areas; however, they will remain "Qualified" on the CA Roster and may retest the following year. Those who fail a subsequent examination shall be removed from the "CA Roster and be required to re-apply and meet all of the requirements in paragraph 1., above.

(6) Hunters who have been found to cheat on the test shall not be allowed to retest, be removed from the CA Roster, and be permanently "disqualified" from hunting in the CA Areas.

7. Maintaining Active Status on the CA Roster:

a. Each "Certified" CA hunter must attend the annual CA briefing and pass the annual exam every year to retain active status on the CA Roster.

(1) CA Hunters who do not attend the annual briefing, or who attend the briefing and fail the exam will not be "Certified" for the current season.

(2) CA Hunters who advise the Game Check Station Manager in writing that they will miss the annual briefing and exam due to TDY, illness, or other prudent reason, will be allowed to take a make-up exam following viewing of the videotaped version of the briefing.

(3) If a CA Hunter fails the exam he/she will be allowed to retest the following year. If they fail a retest, then that hunter will be removed the CA Roster and be required to re-apply and meet all of the requirements necessary to be "Qualified" to hunt in the CA, except as a guest of a "Certified" CA hunter.

b. Each "Certified" CA Hunter must actively participate in the Fort A. P. Hill Hunt Program by hunting in the CA areas at least once every year.

(1) If a CA Hunter misses a year, he/she must submit in writing to the Game Check Station Manager, the reason for their absence; acceptable reasons are the same as for missing the CA briefing and exam. The Game Check Station Manager will consider each situation and the circumstances of each absence and render a decision with respect to the CA Hunters' continued status on the CA Roster and participation in the CA Hunt Program.

(2) If a CA Hunter does not hunt at least once in the CA areas by the end of the deer season, then he/she will be removed from the Certified CA Roster. Once a CA Hunter is removed from the CA Roster, he/she will have to re-apply and fulfill all of the above requirements to be placed on the CA Roster again.

c. Each CA Hunter must perform 8 hours of "Program Service" annually, at any point during the period 1 July and 30 June each year to retain their active status on the CA Roster for the subsequent hunt season. The intent of this requirement is to provide support for, and augment the administrative and logistics manpower requirements associated with operating the overall Fort A. P. Hill Hunting Program.

(1) If a CA Hunter is unable to perform these "Program Service" hours then he/she must submit a request for waiver, in writing to the Game Check Station Manager, citing an acceptable reason. Acceptable reasons may be the same as for missing the annual CA briefing and examination (for example long term illness, injury, etc.).

(2) The Game Check Station Manager will consider each situation and the circumstances of each absence and render a decision with respect to the CA Hunters continued active status on the CA Roster and participation in the CA Hunt program.

d. Each "Certified" CA Hunter is expected, if asked, to mentor any applicant who is actively pursuing completion of the requirements for becoming "Qualified" to be added to the CA Roster described in paragraph 4.g. (10 "successful" hunts), by sponsoring him or her as a guest in the CA Areas.

(1) This duty requires the "Certified" CA Hunter to fill out an evaluation form at the end of a sponsored hunt. The evaluation form will be turned in to the Game Check Station Manager or other Game Check Station employee on duty. The Game Check Station Manager will provide a blank evaluation form to the "Certified" CA Hunter.

(2) Mentoring a "Qualified" CA Hunter on a hunting trip into the CA Areas will satisfy the "Certified" CA hunters annual requirement for 8 hours of " Program Service" time for that year.

8. Check-out/Check-in Procedures.

a. To hunt CA 1-26, hunters must check in and out in person at the Game Check Station (GCS) according to the hours and schedule defined in APH Cir 200-03-2. Failure to check in or out during designated hours may result in revocation of Fort A. P. Hill hunting privileges.

(1) Check-out/check-in procedures.

(a) CA Hunters and their guests must physically present themselves to the Game Check Station staff. Hunters and their guests must be present in line to check in. The key sign out book must be completed by filling in the number of people entering, key number assigned, area hunting, time in and time out. The key must be signed for and the hunters' name printed. The key must remain with the certified CA hunter who signs for the key at all times and be turned in by the same individual immediately after use.

(b) CA selection will be on a first come first served basis, by either reserving an area via Call-in Reservation Line or by check-in at the GCS, until available areas are filled.

(c) CA hunters and their guest(s) may be allowed to change areas by checking in, in person, at the GCS. No changes will be allowed over the phone. At no time may a guest be left in a CA without his/her sponsor. Additionally, no CA Guest hunter may check out of the CA without their CA Sponsor.

(2) Number of Areas. Hunters are only permitted to check-out to one area except during spring gobbler season when they may check out to two (2) contiguous areas that are accessed by the same gate according to Item 9.b. Exception: when both CA 21 and CA 26 are open to hunting during spring gobbler season, hunters may sign out to both areas.

b. You are permitted to have two guests accompany you. One or both of the guests may be observers. Observers are not required to purchase a Fort A. P. Hill hunting permit, are prohibited from carrying a weapon into the field, and must obey all blaze orange requirements. Observers and guests must review a mandatory document and/or videotape at the GCS prior to entry into a CA.

c. Upon relinquishing the Fort A. P. Hill hunting permit, a hunting area will be assigned and two bag cards issued. One bag card must be in the hunter's possession and the other placed on the inside-left of the front windshield. When finished hunting, both bag cards must be returned, whether game has been harvested or not, before the Fort A. P. Hill hunting permit may be returned. There is a \$5.00 non-refundable replacement fee per lost card. Guests must follow the same procedure.

9. Gates and Barricades.

a. Gates

(1) Hunters are required to take the most direct route and enter by the closest gate to access their assigned CA. Exception to APH Hunting Circular, 200-02-3: hunters accessing CA 12, 13, 14, 15, 16, 17, 18, or 19B will access their assigned CA from off-post in order to enter through the closest gate and not cross any impact area.

(2) Gate keys are specific to a single gate and do not allow access into all Controlled Areas. The gate key must remain in the possession of the CA hunter that has signed for it at all times until the key is returned to the GCS.

(3) Hunters must lock the gate behind themselves.

b. Required gate and CA assignments are designated below:

CA NUMBER	ACCESS THROUGH GATE
1, 2	Delos Gate
3*, 4*	Range 6 Gate
5*, 6, 7*, 8	Double Zero Gate
9, 10, 11A, 11B	South Range Gate
12, 13, 14, 15, 16	Christopher Fork Gate
17, 18, 19B	Howie Range Gate
19A, 19B	Range 24 Firebreak Gate
20, 26	Ashcake Gate
21, 22, 23, 24, 25	Goldman's Corner Gate

* Do not require access via a gate using North and South Range Roads.

c. Signs. Signs have been placed to mark the impact area. CA hunters and guests are prohibited from bypassing these signs under any circumstances. Violators will be prosecuted.

10. Perimeter Stands. Clearly designated perimeter stand areas allow approved general hunters to hunt approximately 200 yards into the CA. CA hunters are prohibited from hunting within 200 yards of these perimeter stand areas (400 yards from the stand sign on the road).

11. Game Management.

a. All harvest limits for CA 1-26 are the same as in Fort A. P. Hill hunting circular 200-03-2 with the exception of deer. **THE DEER BAG LIMIT IN CA 1-26 IS TWO PER DAY, EITHER SEX. ONE BUCK PER DAY.**

(1) Does-No season limit (with Bonus and/or DMAP tags)

(2) Bucks-Three (3) per season, **ONE BUCK PER DAY.**

b. Checking harvested animals.

(1) All deer, bear, turkey, foxes, and coyotes must be checked at the GCS.

(2) When checking big game you must provide two (2) labels filled out in accordance with item 7.h. in the Fort A. P. Hill Hunting Circular 200-03-2.

(3) Small game and migratory bird hunters must complete a survey.

c. Deer Management Assistance Program (DMAP) tags may be available for harvesting antlerless deer in CA 1-26. **THESE TAGS SHOULD BE USED ON DOES AND NOT ON BUTTON BUCKS.**

(1) Anyone using DMAP tags on antlered deer or in an unauthorized area may have the deer confiscated, be barred from the Installation, have their recreational privileges revoked, be issued applicable citations and/or any combination of the penalties listed.

(2) Biological data will be collected from deer at the GCS before a transport tag is issued. Jaws will be pulled from all deer harvested from CA 1-26. Hunters desiring to mount the head of a deer harvested from CA 1-26 must have the taxidermist remove the jaw and return the jaw to Fort A. P. Hill by 14 January 2006.

Individuals that do not return the jaw by this date will be removed from the CA list and no longer have the privilege of using DMAP tags.

d. DMAP Tag Use Procedures.

(1) CA hunters may sign out up to three (3) tags. The tags may be kept for the duration of the hunting season. **Tags unused by 07 January 2006 need not be returned.** Guests may utilize their sponsor's DMAP tags.

(2) Throughout the deer hunting season, DMAP tags that have been used to tag deer may be "replaced" at the GCS manager's discretion. If the check station has no record that a given DMAP tag has been used to tag a deer, that tag will not be replaced. Hunters that either lose or do not retrieve tags from their guests will not be given additional DMAP tags.

12. Hunting with Dogs and Training Dogs. **No dogs may be trained or used for hunting in CA 1-26.**

13. Unexploded Ordnance (UXO). All areas are used for military training and dangers inherent to such training are present. It is possible to find unexploded ordnance (duds) anywhere. If a dud is found, mark the area, not the dud and report it immediately to the Game Check Station (GCS), 18616 A.P. Hill Drive, Fort A. P. Hill, VA 22427-3100, (Building P00390), (804) 633-8244. If the Game Check Station is closed, report it to the Directorate of Public Safety/Provost Marshal Office (DPS/PMO), 14115 Montague Road, Fort A. P. Hill, VA 22427-3115, (804) 633-8888. As necessary, hunters will be assigned to a different area.

14. References.

a. Virginia State Hunting Laws, 2005-2006

b. Hunting and Trapping in Virginia-2005-2006 Regulations.

c. AR 200-3, Natural Resources - Land, Forest and Wildlife Management, 28 February 95.

d. APH Regulation 190-5, Prohibited Weapons/Items and Control of Privately owned Firearms and Ammunition, 01 February 01.

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